## **Section Overview**

### Introduction

The objective of this section is to provide a concise, user friendly job aid for the user at the PERSRU to complete an event on an enlisted member who has graduated from OCS and is appointed a reserve commission. This event contains information on:

- Purpose of event
- Any references
- Fast Path ID and Data Entry

### In this Section

The following topics will be discussed in this section:

Topic	See Page
Purpose	10-D-2
References	10-D-2
Fast Path ID and Data Entry	10-D-2
Discharge from Enlisted Status Transaction	10-D-5
Appointment to Commission Officer Transaction	10-D-7
School Completion Transaction	10-D-8
Officer Uniform Allowance Transaction	10-D-9
Second Officer Uniform Allowance Transaction	10-D-9
Orders Transaction	10-D-10
How PMIS/JUMPS is effected by the Discharge from Enlisted	10-D-10
Status Transaction	
How PMIS/JUMPS is effected by the Appointment to	10-D-10
Commission Officer Transaction	
How PMIS/JUMPS is effected by the Officer Uniform	10-D-10
Allowance Transaction	
How PMIS/JUMPS is effected by the Orders Transaction	10-D-10
Corrections and Deletions to the Discharge from Enlisted	10-D-11
Status Transaction	
Corrections and Deletions to the Appointment to Commission	10-D-11
Officer Transaction	
Corrections and Deletions to the Officer Uniform Allowance	10-D-11
Transaction	
Corrections and Deletions to the Orders Transaction	10-D-11

# **Departing Reserve Commissioned Officer from OCS**

### **Purpose**

This event is used to complete the necessary transactions (which may require input into PMIS/JUMPS) on an enlisted member who has graduated OCS and is appointed a reserve commission.

**Note:** This event must not be used for OCS graduates who have been appointed a temporary officer commission.

### References

- a. Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series)
- b. Query Manual, HRSICINST M5230.2 (series)
- c. Pay Manual, COMDTINST M7220.29 (series)
- d. Personnel Manual, COMDTINST M1000.6 (series)
- e. Joint Federal Travel Regulations
- f. Housing Manual
- g. SGLI Handbook, VA 29-75-1

### Fast Path ID and Data Entry

Enter "ocsredro" for Fast Path ID or press "AHD" from the Main Menu Screen in SDA II. Enter the member's SSN or last name and press 'GO'. The following screen will appear:

Former Enlisted Departing as Reserve Commission (Screen 1 of 2*)			
000-00-0000		OCUI2 DOE, JOHN	
Stat	Options	Transactions	
I	Required	Discharge from Enlisted Status	
I	Required	Appointment to Commission Officer	
I	Required	School Completion CGHRMS	
I	Required	Officer Uniform Allowance	
I	Required	Second Officer Uniform Allowance	
	<u>N</u>	Orders	
	<u>N</u>	Start or Change BAH/BAQ Entitlement and/or Qtrs?	
	<u>N</u>	New Payment Option?	
	<u>N</u>	Change a Bond/Allotment Address?	
	<u>N</u>	Change in Dependency/Emergency Data?	
	<u>N</u>	Elect/Decline Servicemembers' Group Life Insurance?	
		Advance Payments?	

Continued on next page